

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30.				1. REQUISITION NUMBER A21776928		PAGES 1 OF (2) PAGE(S)	
2. CONTRACT NO. GS00Q09BGD0015		3. AWARD/EFFECTIVE DATE 10/17/2014		4. ORDER NUMBER GSQ1115BJ0002		5. SOLICITATION NUMBER ID11140019	
6. SOLICITATION ISSUE DATE 2014-08-11		7. FOR SOLICITATION INFORMATION CALL: a. NAME: Reva Hutchinson		b. TELEPHONE NUMBER (No Collect Calls) (202) 708-8100		8. OFFER DUE DATE/ LOCAL TIME 09/02/2014/3:00 pm EST	
9. ISSUED BY GSA Region 11 Reva Hutchinson 301 7th Street, SW Room 6109 Washington DC, DC 20407 United States (202) 708-8100		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIC: SIZE STANDARD		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED Destination <input type="checkbox"/>		12. DISCOUNT TERMS NET 30 DAYS / 0.00 % 0 DAYS / 0.00 % 0 DAYS	
				13a. THIS CONTRACT IS A RATED ORDER UNDER DFPS (15 CFR 700)			
				13b. RATING			
14. METHOD OF SOLICITATION RFP							
15. DELIVER TO Dru Wyckoff ASA (FM&C), SAFM-BUC-F 109 Army Pentagon Washington, DC 20310 United States (703) 614-5009		16. ADMINISTERED BY Reva Hutchinson (202) 708-8100					
17a. CONTRACTOR/ OFFEROR GSI Contracts AT&T GOVERNMENT SOLUTIONS, INC. 1900 GALLOWES RD STE 105 VIENNA, VA 22182-3865 United States (703) 506-5842		18a. PAYMENT WILL BE MADE BY General Services Administration (FUND) The contractor shall follow these <u>Invoice Submission Instructions</u> . The contractor shall submit invoices electronically. For additional assistance contact the ASSIST Helpdesk at 877-472-4877					
17b. <input type="checkbox"/> CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED					
19. ITEM NO	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT		
ITEM NO.	TASK ITEM DESCRIPTION		PREVIOUS MOD AMT	MOD CHANGE AMT	NEW MOD AMT		
0001	Base Year		\$0.00	(b) (4)			
0002	ODCs		\$0.00	(b) (4)			
0003	CAF		\$0.00	(b) (4)			
This award is in support of the Department of the Army Office of the Assistant Secretary of the Army to provide support for the Integrated Resource Management Information System (IRMIS). AT&T's technical and price proposals dated 09/02/2014, submitted in response to solicitation #ID11140019, are accepted as to all items.							
The base year period of performance is October 20, 2014 through October 19, 2015. The total period of performance is a 12-month base period with four (4) 12-month options.							
Base Year 10/20/2014 - 10/19/2015: (b) (4) Option Year 1 10/20/2015 - 10/19/2016: (b) (4) Option Year 2 10/20/2016 - 10/19/2017: (b) (4) Option Year 3 10/20/2017 - 10/19/2018: (b) (4) Option Year 4 10/20/2018 - 10/19/2019: (b) (4) TOTAL: (b) (4)							
Incremental funding in the amount (b) (4) is allocated between the following CLINS below for the base year:							
0001 Base Year: (b) (4) 0002 ODCs: (b) (4) 0003 Contract Access Fee: (b) (4)							
25. ACCOUNTING AND APPROPRIATION DATA 285F Q11FA000 AA20 25 AF151 H08...				26. TOTAL AWARD AMOUNT (For Govt Use Only) (b) (4)			
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 and 52.212-5 ARE ATTACHED. ADDENDUM ATTACHED.							
<input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDUM ATTACHED.							
28. CONTRACTOR IS NOT REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE				29. AWARD OF CONTRACT FOR ID11140019 REFERENCE OFFER DATE 09/02/2014. YOUR OFFER ON SOLICITATION (BLOCK 5) INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
<input type="checkbox"/> CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.							

30a. SIGNATURE OF OFFEROR/CONTRACTOR		31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) Reva Hutchinson	
30b. NAME AND TITLE OF SIGNER (Type or print)	30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (Type or print) Reva Hutchinson (202) 708-8100	31c. DATE SIGNED 10/17/2014
32a. QUANTITY IN COLUMN 21 HAS BEEN		32b. SIGNATURE OF AUTHORIZED GOVT. REPRESENTATIVE	32c. DATE
32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT
37. CHECK NUMBER		38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		40. PAID BY	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER GSA Finance Customer Support 816-926-7287	41c. DATE	42a. RECEIVED BY (Print)	
		42b. RECEIVED AT (Location)	
		42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS
AUTHORIZED FOR LOCAL REPRODUCTION		SEE REVERSE SIDE FOR OMB CONTROL NUMBER AND PAPERWORK BURDEN STATEMENT	

STANDARD FORM 1449
(REV. 4-2002)
Prescribed by GSA - FAR (48 CFR) 53.212

SECTION C – DESCRIPTION/SPECIFICATIONS/PERFORMANCE WORK STATEMENT

The Section numbers in this TOR/TO correspond to the Section numbers in the Alliant contract. Section C of the contractor's Alliant contract is applicable to this TOR/TO and is hereby incorporated by reference. In addition, the following applies:

C.1 ORGANIZATION

The Office of the Assistant Secretary of the Army Financial Management and Comptroller (ASA (FM&C)), is located within the Pentagon with remote sites at Jefferson Plaza II and Crystal Gateway II in Crystal City, Arlington, Virginia. ASA (FM&C) Information Management Officer provides oversight to all Information Technologies (IT) including the financial management software used within ASA (FM&C). The Office of the Deputy Chief of Staff, Personnel (DCS, G-1) is also supported. Further information on the organizational structure and ASA (FM&C) systems and functions is available on ASA (FM&C)'s web site, www.asafm.army.mil.

C.2 MISSION

ASA(FM&C)'s mission is to formulate, submit, and defend the Army budget to Congress and the American people; oversee the proper and effective use of appropriated resources to accomplish the Army's assigned missions; provide timely, accurate, and reliable financial information to enable leaders and managers to incorporate cost considerations into their decision-making; provide transparent reporting to Congress and the American people on the use of appropriated resources and the achievement of established Army-wide performance objectives; and manage and coordinate programs for the accession, training, and professional development of Army resource managers. The IT oversight includes management of the Integrated Resource Management Information System (IRMIS) software portal. IRMIS is a custom designed, integrated suite of web-based financial management applications used by ASA (FM&C) to develop and manage the Army's budget and year of execution funds. IRMIS is a non-proprietary, custom designed web application.

C.3 CURRENT ENVIRONMENT

The Headquarters Department of the Army (HQDA) participates in the Department of Defense Planning, Programming, and Budget and Execution System (DoD PPBE). The Army component of the DoD PPBE is the Planning, Programming, Budgeting, and Execution System (PPBE). The Integrated Resource Management Information System (IRMIS) is the Army's integrated PPBE tool which supports all phases of the process. IRMIS is a custom designed, integrated suite of web-based financial management applications used by ASA (FM&C) to develop and manage the Army's budget and year of execution funds.

IRMIS software is a net-centric suite of tools that supports resource managers and analysts at all levels of the Army in accomplishing multiple missions. The IRMIS suite of tools assists the Army in multiple functional program areas such as: updating and managing the Army Total

Obligation Authority (TOA); producing budget exhibits; tracking Congressional marks; preparing funding documents; responding to the Office of the Secretary of Defense (OSD) Program and Budget Review decision documents (Program Budget Decisions (PBDs), Program Decision Memoranda (PDMs) and Resource Management Documents (RMDs)); and preparing military and civilian costing and their corresponding budget exhibits. The resources managed include base and contingency funding, funding requests, funding requirements, procurement quantities, and civilian costing. IRMIS has a highly flexible data model that is easily adaptable to changing guidance from higher headquarters or Army leadership. The IRMIS software integrated database shares information across the IRMIS suite of tools, thus alleviating the need to duplicate data and reducing the risk of data inconsistency.

The IRMIS software suite consists of the following applications accessed via the IRMIS Portal. These applications are custom designed and were developed by a contractor under the guidance of ASA (FM&C). These applications are not proprietary.

- a. **Resource Formulation System (RFS):** RFS provides the means to update, manage, and report resources during the budget and programming cycles in the PPBE. RFS has a number of key features that helps the Army Staff throughout the PPBE cycle. The features include the capability to propose, coordinate, approve, and track changes in support of both program and budget phases. RFS includes a number of standard reports and budget exhibits as prescribed in Congressional and OSD guidance. RFS also provides the capability to import and export data to various files, including structures for OSD Comptroller and PPB BOS systems. RFS provides Web Services that support interfaces with other Army systems that support budget justification. Resources include base and contingency funding as well as quantities and requirements.
- b. **Funding Control System (FCS):** FCS supports the Army during the annual funding process. The system supports the tracking and distribution of funds year-round. The system provides the Army appropriation sponsors with the capability to track congressional marks on the President's budget request. FCS prepares funding guidance documents for the field based on the signed legislation and appropriation sponsor adjustments. FCS also helps execute the budget by facilitating distribution of funds during the year of execution.
- c. **Civilian Pay Costing and Analysis System (CPCAS):** CPCAS produces the Civilian Manpower Budget Exhibits for the Army's civilian workforce for submission to Congress. CPCAS is used to generate reports used in manpower analyses and also processes prior year civilian dollar and manpower execution data. CPCAS provides the Department of the Army with the capability to develop and project the cost of the Army's civilian workforce. It supports "real-time" affordability analysis of program and budget civilian manpower changes. CPCAS provides the dollar civilian manpower cost estimate by multiplying approved work years received from SAMAS by approved pay rates received from CEAC.
- d. **Program Budget Review (PBR) Decision Coordination System (DCS):** The PBR-DCS provides the Army with the tools to facilitate responding to PBR Decision

Documents. The system supports the entire process by providing all documentation required to staff and respond to a PBR Document in an automated on-line environment. The PBR-DCS System allows the Control Team to receive an electronic document and initiate the staffing process. All document text and amounts are stored in the IRMIS database. A variety of management reports are available to help the Army track and better manage its participation in the PBR Decision Cycle. The PBR-DCS System allows authorized users to prepare and coordinate the Army responses. It allows the information to be posted to an access controlled web site for viewing across the Army.

- e. **Military Personnel Financial Management System (MP-FMS):** The MP FMS is used by the military pay appropriation sponsors to develop the financial plan for compensating military personnel. The system is also used to generate the MPA, RPA, and NGPA justification materials for submission to OSD and Congress.
- f. **Price and Program Growth System (OP-32):** This system produces the OP-32 Price and Program Growth Budget Exhibit required for O&M Justification Books and produces an OP-32 file in the format required by OSD. The system calculates the price growth and program growth between fiscal years as required for the President's Budget and Budget Estimate submission requests.
- g. **Army Resource Controls (ARC):** ARC provides the capability to track and report the accurate status of the TOA, base and contingency. ARC allows authorized users to specify a start point and then enter adjustments to the Total Obligation Authority (TOA) as changes occur during the budget cycle. ARC makes these controls available electronically to other applications to ensure controls are maintained through all business processes.
- h. **Program & Financing System (P&F):** The P&F system is used to support the ASA (FM&C) appropriation sponsors in development of the details and information required by OSD for submission during the Budget Estimate Submission (BES) cycle. The P&F Statement is a complex financial statement that must be prepared in a short time span. The primary objective of the P&F System is to reduce the workload of the appropriation sponsors involved in preparing the Army P&F Statements and to ensure that the P&F meets all the validation criteria and are in balance with the ARC TOA Controls. The ARC system controls the dollar amount appropriation. This is accomplished by populating sections from outside sources, calculating amounts, enforcing business rules and data integrity, and providing balancing features.

IRMIS resides on both the unclassified and classified networks. Both environments are running Microsoft Windows 2008 R2 Servers with a Microsoft SQL Server database backend and use Microsoft Internet Information Services (IIS) version 7.5 and Secure Socket Layer.

IRMIS was developed in phases using multiple web technologies and continues to evolve. The portal framework and current development are supported with ASP.NET, C#.NET, VB.NET, AJAX, jQuery, XML SOAP Web Services, Active Server Pages (ASP), VB Script, JavaScript, dynamic HTML, XML and Cascading Style Sheets. The portal also utilizes ATL COM ActiveX components and middle tier Data and Business objects developed with Microsoft Visual C++

using the Active Template Library (ATL) and MS Active Data Objects (ADO) hosted in the browser. Reporting services are managed with Microsoft SQL Server Reporting Services and Business Objects' Crystal Reports.

Hardware specifications

ASA (FM&C) is comprised of approximately 330 workstations plus standard peripherals including printers and scanners located primarily in the Pentagon.

Pentagon users are linked to the IRMIS software portal through a LAN supported by approximately 24 ASA (FM&C) database and communications servers. The LAN accesses the Army Information Management Center backbone and links to the remote sites and to the internet. Hardware includes laptop computers, IBM compatible desktop computers, printers, scanners, and various network servers and switches. COTS software includes Microsoft Outlook, MS Office, SQL Server 7.0/SQL Server 2000, and Windows 2000/Windows XP.

Software specifications

ASA (FM&C) maintains a variety of custom developed applications to support its functions and processes. These applications have been developed incrementally over the past 20 years. These applications were developed with contractor support under the guidance of ASA (FM&C).

Installed hardware and software includes:

Hardware

- IBM Blade Servers

Software

- Software for Enterprise Servers
 - Microsoft Team Foundation Server
 - Microsoft SQL Server
- Software for Developers
 - Microsoft Visual Studio Ultimate Edition
 - *-MSDN Subscription (MS Developer Network) (6 months)
 - Third Party Software
 - PDF Generator
 - Telerik RadControls for ASP.NET AJAX
 - Red Gate SQL Developer Bundle
 - VeriSign Digital Signing Certificate for Microsoft Authenticode

All licenses for software running on Government Furnished Equipment within the production and Beta environments on the NIPRNET and SIPRNET will be purchased and maintained by the Government.

Licensing for software used at the Contractor's site is the responsibility of the Contractor.

C.4 SCOPE

The contractor shall provide Program Management Support, Budget and Application Support, Application Development Support, and Transition Services in support of the ASA (FM&C) Integrated Resource Management Information System (IRMIS) suite of financial management applications. The contractor shall assist the Army in solving complex budget issues; maintaining IRMIS in an operational state, and enhancing IRMIS in a timely manner. The contractor shall maintain continuity of operations for the ASA (FM&C). The Government will provide the required support to manage the Government servers that IRMIS resides on and any Government owned hardware. Licensing for software used at the contractor's site is the responsibility of the contractor.

The contractor shall maintain and enhance IRMIS with software updates. The contractor shall provide support to identify what technology or actions are needed to support the IRMIS software and recommend solutions to improve productivity on the IRMIS software suite. The contractor shall ensure that the IRMIS applications are fully integrated within the IRMIS Portal and the IRMIS integrated database. The IRMIS portal consists of the following applications; (1) Resource Formulation System (2) Funding Control System (3) Civilian Pay Costing and Analysis System (CPCAS); (4) Program Budget Review (PBR) Decision Coordination System (DCS); (5) Military Personnel Army Financial Management System; (6) Price and Program Growth System; (7) Army Resource Controls; and (8) Program and Financing System. The contractor shall provide help desk support and respond to any technical or operational issues. In addition the contractor shall identify and make enhancements to IRMIS leading to improved system performance, usability, and functionality.

C.5 OBJECTIVE

The objective of this Task Order Request and resulting task order is to provide functional budget support, technical systems engineering support and integration support to continue the operations, maintenance and modification of the ASA (FM&C) Integrated Resource Management Information System (IRMIS) suite of financial management applications without introducing risk to the development and submission of the Army's \$300 billion budget to the Office of the Secretary of Defense (OSD) and Congress. There are multiple critical milestones / timelines established by OSD and Congress that are not negotiable; the pace of the operations is constant and unrelenting, and IRMIS must be available to support these timeframes.

The support service requirements are grouped into tasks and will be performed to support ASA (FM&C) business processes. Business objectives include:

- Improve analysis and decision making capabilities
- Maintain currency of the IRMIS tools
- Build increased intelligence into the IRMIS tools
- Build more capabilities into IRMIS XT for Command interaction
- Add additional administrative capabilities
- Reduce risk to supported business processes
- Provide operations support during all POM, Budget and execution cycles

C.6 APPLICABLE DOCUMENTS

The following documents are applicable to the Application Security Support subtask (C.7.3.4) and available at the following website: <http://comptroller.defense.gov/regulations.html>.

- The Federal Information Security Management Act (FISMA) and Title III of Public Law 107-347 DoD Information Assurance Certification and Accreditation Process (DIACAP)
- DoD Application Security Technical Guideline (STIG) and corresponding DoD Application Security Checklist

C.7. TASKS

In order to support the agency mission and system requirements, the Government requires sophisticated information technology and functional support services. The following sections of the PWS describe the requirements and tasks that shall be accomplished to satisfy the ASA (FM&C) requirements.

C.7.1 TASK 1 – TASK ORDER PROGRAM MANAGEMENT (CLINs 0001, 1001, 2001, 3001, 4001)

The contractor shall provide all necessary personnel, material, and equipment, administrative, financial, and managerial resources necessary for the support of this task order. The contractor shall provide program management support under this Task Order. This includes the management and oversight of all activities performed by contractor personnel, including subcontractors, to satisfy the requirements identified in this Statement of Work. The contractor shall identify a Program Manager (PM) by name, who shall provide program management, direction, administration, supervision, quality assurance, and leadership of the execution of this Task Order. The contractor shall provide project management oversight to include the following tasks:

C.7.1.1 Kick-Off Meeting

The contractor shall participate in a Government-scheduled Kick-Off Meeting after task order award. Key prime contractor personnel shall participate in the Kick-Off Meeting. The purpose of this Kick-Off Meeting is to (1) aid both the Government and contractor personnel in achieving a clear and mutual understanding of all requirements, and (2) identify and resolve potential problems. The contractor shall be prepared to discuss any issues requiring clarification and gather information necessary for the Project Management Plan and Transition Plan.

The Kick-Off Meeting shall include, but not be limited to, the following topics:

- Program Review
- Existing and Planned Applications and Technical Initiatives
- Personnel and Physical Security Issues

The contractor shall deliver the following documents to the Government at the kick-off meeting:

- Draft Transition Plan
- Draft Quality Control Plan
- Draft Project Management Plan

The Government will schedule the Kick-Off Meeting. It is anticipated that the Kick-Off Meeting will be no later than ten working days after Task Order award.

C.7.1.2 Project Management Plan

The contractor shall develop and maintain, throughout the task order period of performance, a Project Management Plan (PMP) that shall be used as a foundation for information and resource management planning.

The PMP shall include, but not be limited to, the following:

- Baseline schedule overlaid with actual schedules, for each task
- Project Organization Chart
- Work Breakdown Structure
- Baseline costs overlaid with actual costs, for each task
- Contractor personnel assignments and duration
- Task Order deliverables
- Change Management Plan
- Configuration Management Plan
- Risk Management Plan

The contractor shall keep the PMP up-to-date, be accessible electronically at any time, and be prepared to brief any PMP content to the Government on short notice (within 24 hours of Government request).

C.7.1.3 Monthly Status Reporting

The contractor shall provide a Monthly Status Report (MSR) that is due by the close of business (COB) of the 15th workday of each month. This report shall analyze the current task order and provide task order accounting information. The monthly status report shall include the following elements:

- A summary of work performed by task area for the reporting period;
- Performance and contractual issues that require management attention;
- Planned hours (monthly and cumulative);
- Billed hours (monthly and cumulative);
- Planned costs (monthly and cumulative);
- Billed costs (monthly and cumulative);
- Items purchased for the Government;

If additional elements are needed the Contractor shall be notified prior to the report due date.

The contractor shall also provide a rolled-up summary of the task order to date. The contractor shall also reconcile within the monthly report the above contractor-provided information with each invoice such that they can be matched month by month.

C.7.1.4 Quality Control

The contractor shall institute and maintain a capability to ensure the quality of the products and services required under this task order. The contractor shall prepare, implement, and maintain a Quality Control Plan (QCP) and perform quality control functions in accordance with the Plan. The plan shall include inspection, validation, and evaluation procedures necessary to affect quality control of all products and services under this task order. The QCP may be modified as the project progresses by coordinated approval of the contractor and the government.

The contractor shall utilize the Problem Notification Report (Attachment C), to notify the contractor of any performance issues and remedies.

C.7.1.5 Quality Assurance

The Government will perform periodic reviews of the contractor's performance in accordance with the Government's Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government must do to ensure that the contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s). The Government reserves the right to review products and services to be provided to determine conformity with performance and technical requirements. Government quality assurance will be conducted on behalf of the CO. The Contracting Officer's Technical Representative (COTR) will be appointed to coordinate the overall quality assurance of technical compliance.

C.7.2 TASK 2 –BUDGET AND APPLICATION SUPPORT (CLINs 0002, 1002, 2002, 3002, 4002)

The work in this task involves Planning, Programming, and Budget and Execution (PPBE) Cycle support and IRMIS application support. This support is essential in assuring IRMIS is fully operational during critical budget cycles and gives the user community reliable and state-of-the-art tools to accomplish their mission within deadline.

C.7.2.1 PPBE Cycle Support

The Headquarters Department of the Army (HQDA) participates in the Department of Defense Planning, Programming, and Budget and Execution System (DoD PPBE). The Army component of the DoD PPBS is the Planning, Programming, Budgeting, and Execution System (PPBE).

The contractor shall provide budget and application support as described below:

- Initialize the system at the start of each of the two cycles. The cycles are: the Budget Estimate Submission (BES) and the President's Budget (PB). Each cycle lasts about 3 months. The system is in use from the start of the BES until the Government submits the PB;
- Provide analysis of OSD and Army Budget Directives and recommend solutions;
- Incorporate changes to the IRMIS software and database to satisfy new Budget Requirements based on OSD guidance that is provided at the beginning of each cycle. The Government is given, on average, one month to implement changes to the system. It takes approximately two man-months of contractor support;
- Assist the government in the preparation and submission of Budget Materials;
- Assist the government in the loading and submission of Budget Data;
- Close the system at the end of the cycle.

C.7.2.2 Operations and Maintenance (O&M) Support

Due to the tight time constraints during the budget cycle it is imperative that the system is operational and that contractor personnel are readily available to provide help and training.

The contractor shall provide O&M Support as described below:

- Ensure the system is operational during designated business hours of 8:00 a.m. to 6:00 p.m. EST, during normal business days, Monday through Friday, except on Federal Holidays. Any operational problems shall be resolved before 6:00 PM of the day of notification. If additional time is needed, the government shall be notified;
- Propose new methodologies to improve the business process. Upon Government approval, the contractor shall incorporate the methodologies into IRMIS;
- As new technologies emerge, identify and recommend enhancements that would improve the capabilities, usability, and performance of IRMIS. The contractor shall incorporate all Government approved enhancements into IRMIS. The contractor shall conduct a technology refresh annually, which will require approximately three man-months of effort;
- Incorporate new versions of system software, development software, and COTS products. This includes the following software: TeleRik RadControls, SQL Server, MS Windows Server, MS Office, Visual Studio, Team Foundation Server. The contractor shall incorporate a total of 2 new upgrades per year,. Each upgrade will require approximately one man-month of effort;
- Provide help desk support to end users via the telephone during the business hours of 8:00 am to 6:00 pm EST to resolve technical or program problems from Monday through Friday during normal business days, except Federal Holidays. Provide desk-side support if issues cannot be resolved over the phone. Provide after-hour or weekend remote support for problem resolution during intense budget cycles;
- Contractor desk-side support is required to resolve technical issues in running the IRMIS software and is typically internet browser related. Anticipate approximately 10 Pentagon visits by contractor per year for desk side support.

- Formal classroom training is provided by ASA (FM&C) personnel. The contractor shall provide desk-side training;
- The contractor shall load the IRMIS software on the training site 2 times per year to support the formal classroom training. The contractor shall be on-site during the 2 training sessions to resolve any technical issues that may arise.

C.7.2.3 Database Support

The contractor shall function as the Database Administration (DBA) for all databases on the ASA (FM&C) LAN. The contractor shall perform the following functions in an SQL Server environment:

- The contractor shall provide daily Database Administration (DBA) support for all production and test SQL Server databases supporting ASA (FM&C);
- Maintain the existing SQL Server databases resident on the servers. Design, create, structure, and maintain additional databases as required supporting new applications;
- Add, delete, and modify user access and permissions;
- Schedule and perform database backups and recoveries as required. The contractor shall be responsible for the integrity of the data in all databases under their responsibility;
- Installation, Configuration, Upgrade and Migration of SQL Server. The contractor shall upgrade the SQL Server to the latest version annually;
- Provide SQL Server assistance to other contractors;
- There are currently 4 Database Servers hosting 15 Databases per server. Anticipate no additional databases in the future;
- Anticipate that the contractor will resolve approximately 30 user permissions issues per year.

C.7.2.4 Application Security Support

Certification and Accreditation (C&A) is required by the Federal Information Security Management Act (FISMA). The contractor shall provide C&A support required to maintain the IRMIS Authorization To Operate (ATO) on the DoD ASAFM LAN. C&A support shall include the investigation and correction of security issues raised during this review.

The contractor shall provide the following application security support:

- Perform software security activities throughout the Software Development Lifecycle (SDLC). The contractor shall conduct inspections and reviews during their SDLC to ensure the software has no security vulnerabilities.
- Provide support during the annual and three-year DoD C&A activities required for DoD Authorization to Operate (ATO). On an annual basis, the contractor shall prepare the DoD Application Security Checklist. The contractor shall prepare a Plan of Action and Milestones (POA&M) for each security finding.

- The contractor shall investigate and correct all security findings identified during the C&A process. The contractor shall correct up to three security findings each year; each will require approximately one man-month of effort.

C.7.2.5 Execution Data Support

ASA (FM&C) makes use of Execution Data as part of its normal business process. The execution data is available through the General Fund Enterprise Business Systems (GFEBS) and The Defense Finance and Accounting Service (DFAS). This data is critical to satisfying the ASA (FM&C) mission.

The contractor shall provide the following execution data support:

- The contractor shall download execution data from GFEBS. The contractor shall analyze and cleanse the data. The contractor shall load the data into the proper SQL Server database tables;
- The contractor shall access the DFAS execution data from the ASA (FM&C) LAN. The contractor shall analyze and cleanse the data. The contractor shall load the data into the proper SQL Server database tables.
- On a monthly basis, the contractor shall download Civilian Pay data from GFEBS. The data consists of 35 files. The contractor shall populate the GFEBS Production table in the SQL Server database.
- On a monthly basis, the contractor shall load 2 DFAS Execution Data files into the SQL Server database. These 2 files are the Preliminary and the Final monthly execution data.

C. 7.3 TASK 3 –APPLICATION DEVELOPMENT (CLINs 0003, 1003, 2003, 3003, 4003)

The Integrated Resource Management Information System (IRMIS) is the Army's integrated PPBE tool which supports all phases of the process. IRMIS is a custom designed, integrated suite of web-based financial management applications used by ASA (FM&C) to develop and manage the Army's budget and year of execution funds. The work in this task involves the automation and enhancement of the IRMIS applications.

The contractor shall identify manual processes that are currently being performed by contractor and government personnel. These manual processes shall be documented, including a description of the manual process, personnel who perform the process, and frequency of the process. If approved by the government, the contractor shall automate and incorporate the automated processes into IRMIS.

The Government anticipates that the contractor shall automate approximately ten manual processes each year, including, but not limited to:

- Reengineer the Costing Module for the Civilian Pay Costing and Analysis System (CPCAS);
- Develop the MP FMS Costing Module;
- Automate the MP FMS Schedule of Increases and Decreases;
- Reengineer the Program Budget Review (PBR) Decision Coordination System (DCS);
- Develop IRMIS System Level Administration Module;
- Develop IRMIS System Level Authorization Module;
- Automate the P-Forms and R-Forms;
- Automate the budget exhibits in the OCO Book;
- Migrate the MPA budget exhibits to SQL Server Reporting Services.

C.7.4 TASK 4 – TRANSITION SERVICES (CLINs 0004, 4004)

C.7.4.1 Transition Plan

The contractor shall prepare and provide a transition plan. The Transition Plan shall present a methodology detailing how transition will occur from the current contractor(s) to the new contract staff at the beginning of the task order without interruption or degradation in any services and how transition will occur to the Government or to another contractor at the end of the task order. The Transition Plan shall be updated 120 days prior to the end of the Task Order and prior to the beginning of transition-out activities. The transition activities shall minimize both interruption of service and cost. The Transition Plan shall address, at a minimum, the following areas:

- Transition of Program Management Support and Other Personnel
- Transition of Task Requirements in the task order
- Asset Transfers (hardware, software, GFP)
- Resource Requirements (personnel, equipment, and budget)
- Security Clearance Actions and Status
- Transition Milestones and Timeline
- Risk Mitigation Practices

C.7.4.2 Transition – In Services

The Government is currently receiving services under an existing task order. The successful contractor shall perform transition-in services for twenty-eight (28) calendar days after task order award, and shall provide a smooth and efficient transition from the existing contractor without any interruption or degradation in any services.

No transition-in services are anticipated from the incumbent.

C.7.4.3 Transition - Out Services

The contractor shall perform all services necessary to transition the work performed under this task order to the Government or another contractor at the conclusion of this task order. The transition shall be performed without any interruption or degradation in any services. The

contractor shall perform all transition-out services necessary to provide a smooth and efficient transition.

C.8 ACCOUNTING FOR CONTRACT SERVICES (CLINs 0005, 1005, 2005, 3005, and 4005)

The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collections site where the contractor shall report ALL contractor manpower (including subcontractor manpower) required for performance of this contract. The contractor is required to completely fill in all the information in the format using the following web address <https://cmra.army.mil>. The required information includes:

Contractor is required to completely fill in all the information in the format using the following web address <https://cmra.army.mil>. The required information includes:

1. Contracting Office, Contracting Officer, Contracting Officer's Representative
2. Contract number, including task and delivery order number
3. Beginning and ending dates covered by reporting period
4. Contractor name, address, phone number, e-mail address, identity of Contractor employee entering data
5. Estimated direct labor hours (including Subcontractors)
6. Estimated direct labor dollars paid this reporting period (including Subcontractors)
7. Total payments (including Subcontractors)
8. Predominant Federal Service Code (FSC) reflecting services provided by Contractor (and separate predominant FSC for each Subcontractor if different)
9. Estimated data collection costs
10. Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army requiring Activity is responsible for –providing the Contractor with its UIC for the purposes of reporting this information.
11. Locations where Contractor and Subcontractor perform the work (specified by zip code in the United States and nearest city, country, when in an overseas locations, using standardized nomenclature on website
12. Presence of deployment or contingency contract language
13. Number of Contractor and Subcontractor employees deployed in this reporting period (by country).

As part of its submission, the Contractor shall also provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period will be the period of performance, not to exceed 12 months ending September 30 of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a Contractor's systems to the secure web site without the need for separate data entries for each required data element at the website. The specific formats for the XML direct transfer may be downloaded from the web.

C.9 SECTION 508 COMPLIANCE

For all electronic and information technology (EIT) products and/or services supported under this task order, the Contractor shall analyze and present to the Government in a Product Accessibility Report that documents the potential accessibility challenges presented by the product and recommendations for solving them. The Contractor shall use the Government Product Accessibility Template (GPAT) as the basis for the report in order to assess any potential accessibility impact, and provide a recommended solution to remedy any potential accessibility difficulties to the Government for approval. Please see the following websites for additional information: www.section508.gov and www.buyaccessible.gov.

The contractor shall identify all EIT products and services proposed, identify the technical standards applicable to all products and services proposed, and state the degree of compliance with the applicable standards. Additionally, the contractor must clearly indicate where the information pertaining to Section 508 compliance can be found (e.g., Vendor's or other exact web page location). The contractor must ensure that the list is easily accessible by typical users beginning at time of award.

Section 508 of the Rehabilitation Act requires Federal agencies to make their electronic and information technology accessible to people with disabilities. This applies to all Federal agencies when they develop, procure, maintain, or use electronic and information technology.

All electronic and information technology (EIT) procured through this task order must meet the applicable accessibility standards specified in 36CFR1194.2, unless an agency exception to this requirement exists. Any agency exceptions applicable to this task order are listed below.

The standards define Electronic and Information Technology, in part, as "any equipment or interconnected system or subsystem of equipment that is used in the creation, conversion, or duplication of data or information." The standards define the type of technology covered and set forth provisions that establish a minimum level of accessibility. The application section of the standards (1194.2) outlines the scope and coverage of the standards. The standards cover the full range of electronic and information technologies in the Federal sector, including those used for communication, duplication, computing, storage, presentation, control, transport and production. This includes computers, software, networks, peripherals, and other types of electronic office equipment.

APPLICABLE STANDARDS, WHICH APPLY TO THIS ACQUISITION

Section 1194.21: Software Applications and Operating Systems X .

Section 1194.22: Web-based Internet Information and Applications X .

Section 1194.23: Telecommunications Products .

Section 1194.25: Self-Contained, Closed Products .

Section 1194.26: Desktop and Portable Computers .

Section 1194.31: Functional Performance Criteria .